

SECRET

7 DEC 1982

MEMORANDUM FOR: Executive Officer to the DDA

FROM: Allen R. Elkins  
Director of Information Services

SUBJECT: DCI's Annual Report to Congress

REFERENCE: DDA multiple addressee memorandum dated  
17 November 1982; Same Subject (DDA 82-2729/1)

1. In response to the above referenced memorandum, the paragraph contained in the accompanying attachment is submitted for inclusion in the DCI's Annual Report to Congress.

OIS 2. If there are any questions, please call me or my Executive Officer,

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Allen R. Elkins

Attachment:  
As stated

CONTRIBUTION TO THE DCI's ANNUAL REPORT TO CONGRESS

The Office of Information Services ceased its internal Agency systematic classification review functions as permitted under the provisions of Executive Order 12356. However, it still provides support for systematic review functions which have been continued by other Government organizations. The Office continues to be involved in the processing of over 3,000 requests from the public under the Freedom of Information and Privacy Acts and the mandatory classification review program. The Office also is installing a word processing system to improve efficiency in responding to pertinent laws and Executive orders and eventually to provide electronic coordination with the Office of General Counsel, the Inspector General, and other Headquarters components. In addition, the Office is developing an Agency-wide electronic document accounting system that is expected to lead to the improved control of information and the networking of component registries.